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INSTRUCTIONS

This form is to be submitted in one copy (duplicate for Naval personnel). Entries must be typewritten or hand printed. Brief instructions for making entries on the page 1 are provided below in numerical order. Submission of official statements of service is not required. If all information required is not readily available, prepare form to the best of your ability.

ITEM I - Addresses of Headquarters of Armed Forces for purpose of forwarding application for retired pay are listed below. Application will be addressed to the Armed Force in which you are presently (or were last) a member.

ARMY: Commander

United States Army Reserve Personnel Center

9700 Page Boulevard, St. Louis, MO 63132-5200

NAVY: Commanding Officer

Naval Reserve Personnel Center (Code 25)

New Orleans, LA 70149-0001

AIR FORCE: United States Air Force Military Personnel

Center (AFPMPR) Building 499 C

Randolph Air Force Base, TX 78148-9997

MARINE CORPS: Commandant

United States Marine Corps

(Code MMSR-5)

Washington, DC 20380-0001

COAST GUARD: Commandant

United States Coast Guard (SP-4) Washington, DC 20593-0001

- **ITEM 2 -** Enter correct date of birth (proof of date of birth may be required before final action is taken on application).
- **ITEM 3 -** Enter date you desire retired pay to begin *(can not be before age 60).*
- ITEM 4 Enter your name in the order indicated.
- **ITEM 5 -** Enter highest grade or rating held in Armed Forces.
- ITEM 6.a.- Enter service (serial) number. If you have been a member of more than one Armed Force, enter the service number of each, i.e. "2 532 430 ARMY" and "603-1-91 NAVY."
- ITEM 6.b.- Enter your Social Security Number.
- ITEM 7 Enter your present home address.
- ITEM 8 Enter the complete designation of your present organization. If you are presently a member of a National Guard organization, give name of state. If not a member of a reserve organization enter "none."

- ITEM 9 Enter the Armed Force and component for periods of service covered in Item 11. Example: "Army, USAR" "Navy, USNR." All enlisted service will include organization to which you were assigned. For National Guard service, include name of state.
- ITEM 10- Enter the highest grade or rating held during each period of service shown in Item 11.
- ITEM 11- Enter approximate dates of each individual period of service. Example: 2 May 1936 to 1 May 1939; 20 Oct 1942 to 15 Nov 1946.
- ITEM 12- Enter inclusive dates of all periods of active duty performed during each individual period of service indicated in Item 11.
- ITEM 13- Enter inclusive dates of each individual year of service performed after 30 June 1949. Example: If you were a member of a reserve component on 1 July 1949, your retirement year will be from 1 July 1949 to 30 June 1950, your second year will be 1 July 1950 to 30 June 1951, etc. If you were not a reservist on 1 July 1949 or have had a break in service since that time, your retirement year will begin on the date of acquiring an active status in a reserve component and end one year later. Example: 15 Sep 1956 to 14 Sep 1957.
- ITEM 14- Enter the Armed Force and component in which you served during each year as shown in Item 13. All enlisted service will also include the organization to which you were assigned during the year specified, and, in case of National Guard service, name of state.
- **ITEM 15-** Enter highest grade or rating held during each year of service shown in Item 13.
- ITEM 16- Enter inclusive dates of all periods of active duty, including active duty for training, performed during the year or years indicated in Item 13.
- ITEM 17- Enter the total retirement points earned for each period shown in Item 13. This total to include points earned through drills, correspondence courses, active duty, membership, etc.
- **ITEM 18-** Place your signature in this space. Signature appearing therein must coincide with the name shown in Item 4.
- ITEM 19- Insert date application is prepared.

NOTE: Primary purpose of Items 9 through 17 is to enable reviewing authority to verify service which may not be of record.

Privacy Act Statement

AUTHORITY: 10 U.S.C. 1331; EO 9397, November 1943 (SSN)

PRINCIPAL PURPOSE: Used by members and former members of the Reserve Components to apply for retired pay at age 60. Application

is reviewed to determine eligibility.

ROUTINE USES: Information provided by the individual is used to:

a. Identify the individual and his or her service record.

b. Determine eligibility for retired pay under 10 U.S.C. 1331.

c. Determine effective date that retired pay can and will commence.

DISCLOSURE: Voluntary; however, unless this form is completed, the individual will not receive retired pay.